Date, Time & Location:	**Vocabularies and Common Data Elements Meeting Notes** 20040507 meeting from 1300 – 1500 EST
Attendees:	*Attendee, Cancer Center* Albert Einstein - John Greally - Ted Venet - Xin Zheng Fred Hutchinson - Dan Geraghty - Heather Kincaid - Robert Robbins - Mark Thornquist - Chris Abajian Hawaii - Lynne Wilkens - Leo Cheung Jackson Laboratory - Jim Kadin - Debbie Krupke - Janan Eppig - Martin Ringwald Mayo Clinic - Chris Chute UPMC - Rebecca Crowley - Mike Becich OHSU - Veena Rajaraman - Robin Roger - Laura Fournier

Ohio State University
- Scott Oster
- Tahsin Kurc

Emmes Corporation
- Brian Campell
- Claudine Valmonte

NCI
- Margaret Haber
- Peter Covitz
- Frank Hartel
- Larry Wright
- Leslie Derr

SAIC
- Kathleen Gundry

Booz Allen Team
- Christine Richardson
- Mike Keller

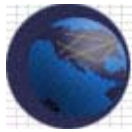|	
Agenda Item #1:	**I Introduction and Recap** Christine Richardson provided introductions and briefly reviewed what was covered in the last teleconference including the CDE development governance model. The CDE model needs to be presented to the other WS in the next few weeks. Peter Covitz stated he wanted the current discussion to move forward on the development of vocabularies.
Agenda Item #2:	**II Vocabulary** Peter Covitz opened the floor for discussion on how we are going to move forward in formalizing vetting and approving vocabulary products. Chris Chute- Introduced Mayo's Lexgrid System • Lexgrid is a superset of HL7 • Interoperability with CDEs is quite specifiable • Leveraging an existing system out of the box would provide interoperability for the client • Give investigators access to base vocabulary • It is a specification of vocabulary interoperability as much as it is software infrastructure

- How do we go about doing the selection of appropriate vocabulary in appropriate roles? (This is an issue being confronted everywhere.)

- Peter Covitz- What would the WS recommend as a solution for caBIG?

- Chris Chute- for caBIG, two concrete recommendations:
    - Move forward with the overview of Lexgrid specifications and infrastructure demo
    - Content issue, we must rely on other WS to specify what they need (Centers who have use case needs, use case scenarios, storyboards should provide to WS.

- Peter Covitz- Formalize a vocabularies (and CDE) development process checklist including a review stage after use cases are developed
    - Conducted as a joint meeting with liaisons
    - A related issue is the architectural question of dealing with an existing plethora of standards

- Margaret Haber- NCI Metathesaurus has all the familiar standards such as SNOMED, LOINC
    - Need documentation to review CHI standards
    - Make link between caDSR (caBIG Context) and EVS to get basic vocabulary
    - Currently doing a new version of the Metathesaurus v
    - Currently have Contexts in caDSR that start at NCI Thesaurus and if the codes aren't there, proceeds to the Metathesaurus next to look for existing codes

- Peter Covitz- We can get started immediately to see what is available in both NCI Thesaurus and Metathesaurus.

    - The EVS vocabulary software structure is dependent on propriety system so we can't distribute through caBIG, except through our APIs.

- Rebecca Crowley- Thinking about different processing models, for example, how to process UPMC clinical trials, including a bolus of CDEs, in the caBIG context.

- Peter Covitz- In terms of process, the linkage comes in when you load the CDEs; need to examine each to look at value list, where those values come from…make a decision whether or not to apply a certain data standard to a CDE.
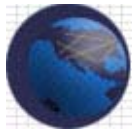
- Rebecca Crowley- Do you envision that we will have the same process with CDEs and Vocabulary?

- Peter Covitz- There may be some differences. We have encountered two types of CDEs:
    - Case report form type CDE (many in caDSR)
    - More recently, there are CDEs representing data coming out of systems
    - Have been experimenting with how to derive CDEs from object models (if you are doing modeling with UML, you go through harmonization and standardization while building the UML)

- Rebecca Crowley- Many people would consider the idea of moving directly from object models to CDEs an easier process.

- Peter Covitz- Data submission forms are driven by CDEs, but CDEs also add value when data have been around for a while and they want to use them during analysis.
    - You use UML to get data out.
    - The UML loader deconstructs a UML into CDEs and loads them into caDSR.
    - The new iteration coming out in May is still a utility.
    - Hasn't been packaged yet
    - May distribute the UML loader, however it is not known how well the tool is packaged and documented right now. It will eventually become fully decentralized.

- Heather Kincaid- Have a tool that maps EDRN CDEs to existing specimen bank.
    - If permissible values don't match, there is a manual process to determine a mapping solution.
    - Volunteered to provide a demonstration of this tool

- Peter Covitz- definitely worth identifying as a tool

- Frank Hartel- would like to return to use cases
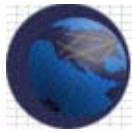   - How are we going to facilitate use cases from other groups?

- o Are we going to depend on liaisons or adopt some other mechanism?

    o Once a use case is brought in, how do we discuss this as a group?

- Peter Covitz- There might be some selection based on expertise to determine who reviews what use case.

- Lynne Wilkens- Should use cases be reviewed as a group to achieve standardization?

- Chris Chute- Generate a template to indicate formal content information to measure against content terminology

- Margaret Haber- Agrees completely. It would be difficult with no formal feedback.

- Peter Covitz- The steps to vocabulary management are:

    o Obtain and modify use case template.

    o To develop normal standard steps to move forward.

    o Need to determine the structure of the engagement scheme to go through the use cases.

    o Would like to have as many people as possible involved.

    o Eventually assign responsibilities to experts.

- Jim Kincaid- Maintenance of vocabularies. Who is involved in maintaining the vocabularies (architecture and software)?

    o When vocabulary content changes, gaps are identified, new use cases come in?

- Frank Hartel- This is an ongoing activity at NCI in vocabularies.

    o There is a fairly mature process and resources.

    o Would certainly be happy to leverage that with the WS group. One example of useful tool for this is Protégé-OWL.

- Peter Covitz- More discussion is needed on the topic of maintaining caBIG vocabulary. Look into NCI Thesaurus.

- Margaret Haber- Have been loading CDEs into the Thesaurus

    o Can be tagged to caBIG, versioned, published, history tracked

	o Have the capacity to load and manage in the NCI Metathesaurus o These environments are available to use right now.
Agenda Item #3:	**III External Organizations** Before discussing V/CDE liaisons to other WS, Frank Hartel wanted to discuss our relationship with external organizations, such as the College of Pathologists (CAP). • Frank Hartel- NCI has a seat on the CAP editorial board. This NCI specific seat could be leveraged (formal seat with SNOMED) • Peter Covitz- When adopting external standards like SNOMED , need to figure out how to also engage the administering organizations. • Chris Chute- We have the same challenge with HL7. • Peter Covitz- This is an important task that is not a trivial undertaking. • Should the VCDE strategically leverage the designation of a given standard in a more formal way? • Peter Covitz- We have to decide what standards will be adopted. If VCDE identifies gap areas and feels that other controlled terminologies, like LOINC, are critical to the caBIG program, the WS will be very receptive. • Frank Hartel- Wanted to point out that use case process was not mentioned for CDE development and in fact CDEs are also use case driven.
Agenda Item #4:	**IV Liaisons** Christine Richardson read the current list of liaisons from the V/CDE WS to the other WS. Additional liaisons will be added based on subject expertise, and interest. See attached list of liaisons for changes. It was also noted that the CTMS WS does not have any liaisons to the V/CDE WS. Will need to add interested parties to this liaison group.
Other discussion items:	**V New Business** **caBIG Forum** Christine Richardson asked the WS to decide if, in addition to demonstration slides, they wanted the meeting minutes and supplementary information posted to the forum?

- Chris Chute- anything we can do to avoid superfluous material if good.
- Mike Becich- Keep it central on the website, but he reads e-mail almost exclusively off-line. Keep information attached.

Christine Richardson then asked the WS if the Point of Contact list could be posted to the Forum. And if so, with or without contact information?

- Everyone was receptive to this, but with e-mail contacts only.
- There was a request that the e-mails be put in html format to reduce spam.

Meetings

Christine Richardson reviewed upcoming meetings with the WS, including the CTMS/VCDE liaison and Arch/VCDE meetings.

Peter Covitz suggested that the first face-to-face meeting be agenda or project plan driven. It was suggested that perhaps, once we collect enough use cases and vocabulary standards to review, we schedule the first face-to-face meeting around these activities.

Mike Becich also brought up the point of overlapping time frames with other WS. This makes it difficult for liaisons to do their job and attend other WS teleconferences. The VCDE leads will look into this problem.

Action Items:

Name Responsible	Action Item	Date Due	Notes
Christine Richardson/Mike Keller	Distribute generic use case template to WS for review	5/18/04	
Christine Richardson/Mike Keller	Collect and review WS comments on use case template	5/20/04	
Christine Richardson/Mike Keller	Set up LexGrid demo by Chris Chute for next meeting	5/20/04	
Christine Richardson/Mike Keller	Draft Project Plan	5/18/04	
Christine Richardson/Mike Keller	Postmeeting minutes and POC list to forum (e-mail only)	5/18/04	

	Christine Richardson/Mike Keller	Meet with Arumani, Julie, Mark to discuss liaison sub-group SOP and procedures	5/17/04	
	Christine Richardson/Mike Keller	Establish agenda for next meeting	5/18/04	

Please list below and attach Meeting Materials and Agenda (if prepared separately):

1.   Agenda
2.   Liaison list